

MINUTES
TIGARD CITY COUNCIL SPECIAL MEETING
January 6, 2003
Tigard City Hall
Red Rock Conference Room

I. Roll Call and Call to Order

Roll Call was conducted at 12:27 p.m.

Council Present: Mayor Griffith; Councilors Dirksen, Moore, Sherwood and Wilson.

Prior to the initiation of the meeting, Deputy City Recorder Liz Newton swore in Mayor Jim Griffith, Councilor Sydney Sherwood, and Councilor Nick Wilson who were elected by the voters in November 2002 for terms initiating in January 2003.

Others Present: Finance Director Craig Prosser, City Manager Bill Monahan, citizen Paul Owen, off-duty Police Officer Glen Scruggs.

II. Financial Plan Update

Finance Director Craig Prosser gave a PowerPoint presentation on the City's financial picture. He explained the process which has been followed during prior years, and he discussed the status of budget preparation for fiscal year 2003-04. Craig discussed the major causes of our anticipated financial issues. The economy and reduced revenues, coupled with expected increased demand for services were cited. Personnel services costs will increase due to a decision in 2002 to assume the PERS employee pick up, the PERS rate issue statewide, and contractual COLA commitments. In addition, loss of the WCCLS levy election in November will have a significant impact on revenue from WCCLS thus reducing funding available for the Tigard Library budget.

Options available to the City include cutting expenses, raising revenues, or reallocation of costs between funds. Mr. Prosser presented some options:

- Cut only option using ten percent as a start. This would result in cutting approximately 15.8 positions. The approach would require all general fund departments reduce positions and funding. Craig stated some sample service impacts.

If the cut-only option is taken, the financial picture for fiscal year 2003-04 and 2004-05 improves, but the problem remains.

- A revenue only option, with voters asked to approve a local option levy, was discussed. The levy could be presented in either May 2004 or November 2004. A May 2004 election would generate funds as of November 2004 while the November 2004 election would not generate funding until November 2005. Possible revenue sources were discussed including increasing fees, adjusting franchise fees, and adopting a street utility fee.

Mr. Prosser noted that he and City staff will continue to refine the forecast for the coming year. He asked the Council if there are any options they did not wish to pursue. The Council asked for an explanation of the PERS issue. Mr. Prosser noted that we are receiving some information from PERS, our staff is participating in discussions, and the Oregon Legislature will be addressing the issue over the coming months.

Council gave direction to continue looking at fees, particularly where the fee is connected to the service performed. The Council favored a balanced approach of increasing fees and cutting costs.

III. Review Final Report – Goals 2002

City Manager Monahan reported on the status of each of the City Council goals from 2002. Since the Council has received quarterly updates on the goals and received materials in advance of the meeting, it was not necessary that a large amount of time be devoted to reviewing prior goal achievement. However, the following was achieved:

Goal 1 – Transportation

Goal information was provided by staff in the packet. The Council was satisfied with the information presented.

Goal 2 – Parks and Recreation

Goals were discussed, the Mayor then suggested that it may be time for the Council to consider establishing a parks and recreation committee.

Goal 3 – Downtown

Much progress has been made in this goal. The Council made more progress in 2002 than anticipated, as Councilor Dirksen lead formation of the new task force for the

area. While the committee met and discussed commuter rail opportunities, the zoning for the area was not reviewed.

Goal 4 – Water

The City continues to explore the options of joining with Portland or the Joint Water Commission. Councilor Moore is now the Council representative to the Bull Run discussions. He suggested that the City may wish to consider placing a ballot measure before the voters at some time to consider using the Willamette River source. The suggestion was to make that option available should it need to be considered in comparison to the other opportunities.

Goal 5 – Growth Management

No decision has been made whether to pursue annexation of the Bull Mountain area. Studies to gather information on the pros and cons of annexation continue. Progress was made during the past year on the Durham Quarry, affordable housing, and discussion of the implementation of the Washington Square Regional Center. An effort was made to evaluate the opportunity to create a Tigard post office, however, after discussions with the post office and through input from our local congressman, it appears that no opportunity exists to create a Tigard post office.

Goal 6 – Library

The library goal was achieved as all Council members supported promotion of the Tigard Library construction bond, leading to voter approval in May. Approval of the \$13 million bond has allowed the City to make significant steps toward design of a library for initiation of construction in 2003.

Goal 7 – Communication

The Council concluded that there has been good goal achievement on communication as meetings with local, county, regional and state partners took place throughout the year. Regular meetings have been scheduled so that there is more communication underway. Efforts to improve and expand communication with Tigard citizens also improved through the CIT program, *Cityscape*, web site, cable and other means. In fact, the City was recognized by the League of Oregon Cities to receive the Good Governance Award in recognition of the improved communication with the public. The City also supported English as a Second Language programs in Tigard.

IV. Set Goals for 2003

The Council gave input on new goals for 2003. Overall, the Council emphasized the need to find a sustainable financial strategy. All goals therefore are impacted by the

financial picture and the availability of revenue to carry out Council direction. Council members expressed their interest in goals for 2003 as follows:

Councilor Wilson

Councilor Wilson emphasized the need for a transportation goal to improve the function of arterials that are not under the City's control. He also expressed interest in the downtown redevelopment activity.

Councilor Sherwood

Councilor Sherwood emphasized transportation, noting in particular the need to improve traffic flow on Pacific Highway. She emphasized the need to synchronize the signalization. She identified other signal issues such as the intersection of Hall Boulevard and 99W. Its function at all hours of the day requires attention. Councilor Sherwood also emphasized a need for increased follow through by City staff to make sure that those companies and individuals who cut into the City's right-of-way are held responsible to make sure that any cuts in the street are fixed so that the City's investment is maximized.

Councilor Moore

Councilor Moore emphasized the need to continue efforts to improve the downtown, complete the task of identifying a long-term water supply, and provide long-term funding for the library. He also emphasized communication, suggesting that we review all of our communication methods and determine where our best results occur.

Councilor Sherwood also suggested that we initiate annual meetings with the Washington County Board of Commissioners/Clean Water Services. Council has initiated and carried out discussions with other partners with the exception of Washington County.

Councilor Dirksen

Councilor Dirksen emphasized the need to have a financial goal added to the list of City goals. Councilor Sherwood agreed. She stated that the financial goal needs to be the number one goal for the Council.

Mayor Griffith

Mayor Griffith reported that the youth programs in the community have been improved through the Youth Forum, however more action is needed.

He emphasized the progress made in the downtown program and *suggested further work is needed.*

Mayor Griffith suggested that an economic development concept should be considered at some point by the City Council.

In terms of transportation, the Mayor had nothing to add but suggested that contact be made with ODOT staff and commission to make sure that Tigard's issues are kept in front of them.

The Mayor also added that the legislative session will require more local input than ever before.

The City Council developed seven draft goals for Council consideration at a future Council meeting. The draft goals are as follows:

GOAL 1— FINANCIAL STRATEGY

GOAL 2—TIGARD CENTRAL BUSINESS DISTRICT

GOAL 3—TRANSPORTATION

GOAL 4—PARKS AND RECREATION

GOAL 5—WATER

GOAL 6—GROWTH MANAGEMENT

GOAL 7—COMMUNICATION

GOAL 1: FINANCIAL STRATEGY

- A. Develop a sustainable long-term financial plan or strategy for issues such as:
 - 1. General Fund needs
 - 2. Library
 - 3. Transportation
 - 4. Parks and open space
 - 5. Washington Square Regional Center
 - 6. Central Business District
 - 7. Water System

- B. Explore the creation of an economic development program.

GOAL 2: TIGARD CENTRAL BUSINESS DISTRICT

- A. Create a common vision for the Central Business District and build the energy to implement that vision through the Downtown Task Force.
- B. Support the activities of the Downtown Task Force as they provide input to the design of the Tigard commuter rail station and the zoning and development plan standards for the Central Business District.

GOAL 3: TRANSPORTATION

- A. Aggressively pursue solutions to congestion of state, county and city facilities that cross through Tigard.
 - 1. Reforming the Transportation Financing Task Force.
 - 2. Identify project priorities and funding needs for state and city facilities.
- B. Continue working with Tri-Met to identify and fund additional intra-city bus routes.
- C. Right-of-way management.

GOAL 4: PARKS AND RECREATION

- A. Continue the efforts of the Youth Forum.
- B. Complete or update parks master plans for city facilities.
- C. Explore the creation of a Parks and Recreation Advisory Board.

GOAL 5: WATER

- A. Continue to evaluate options for a long-term water supply.

GOAL 6: GROWTH MANAGEMENT

- A. Continue to evaluate Tigard's role in the provision of urban services outside the city limits.

GOAL 7: COMMUNICATION


- A. Increase Tigard's communication with other elected bodies through active participation of City Council members and staff.
- B. Improve and expand communication with citizens, particularly communicating successes and future concerns.

V. Non-Agenda Items: None.

The meeting adjourned at 5:30 p.m.

Attest:


Willaim A. Monahan, City Manager



Mayor, City of Tigard
Date: 2/11/03

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